

**MINUTES**  
**from the**  
**PRESCOTT PUBLIC LIBRARY REGULAR BOARD MEETING**  
**September 08, 2025, AT 4:30PM**  
**AT THE PRESCOTT PUBLIC LIBRARY**

**ATTENDEES:**

Patricia Lemaire	Board Chair
Elaine McCurdie	Secretary
Anne Gillard	Chief Librarian/CEO
Anthony Vachon	Member
Randy Pelehos	Member
Leanne Burton	Town Council Representative

**REGRETS:**

Terry Annas	Member
-------------	--------

**CALL TO ORDER:**

The Chair/Pat Lemaire called the meeting to order at 4:35pm.

**RESPECT & ACKNOWLEDGE DECLARATION:**

“We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee (St. Lawrence Iroquois), Huron-Wendat, Oneida, Anishinaabe, and Mohawk People”.

**DECLARATION OF A CONFLICT OF INTEREST:** There was no conflict of interest from any of the Board Members in attendance.

**APPROVAL OF AGENDA:**

As there were no changes to be made, **it was MOVED by Elaine McCurdie and SECONDED by Randy Pelehos. CARRIED.**

**APPROVAL OF PREVIOUS MEETING MINUTES OF June 9<sup>TH</sup>, 2025:**

As there were no changes to be made, **it was MOVED by Elaine McCurdie and SECONDED by Randy Pelehos. CARRIED**

**BUSINESS ARISING FROM THE MINUTES OF JUNE 9<sup>TH</sup>, 2025:**

- **Fishwrapper:** Elaine spoke with Cathleen regarding Fishwrapper and they would be happy to post anything on their calendar, but it must be sent in ASAP as room is tight. Discussion regarding buying an advertisement space and that would ensure information about our library news will be included. Elaine mentioned that our local libraries could all join, share the cost of the ad space and we would all use it. Anne will email Corwin and Donna this week.
- **MOU:** Copies of three MOU examples provided to board members, held over to next meeting

- **Review of the Policies and By-Laws** are now complete. Elaine would like to have board review the Operations section. Held over until next meeting
- **Changes to Governance are as follows:**
  - o **GOV-01:** addition of
    - j) The Board Chair will receive copies of board member applicants.
    - k) Any meeting with board applicants to ascertain suitability will also have the library Board Chair in attendance.

#### **NEW BUSINESS:**

- Peggy Arcand has resigned from the board
- After discussion the decision was made to advertise for 2 more members
- Anne provided costs for creation of a Prescott Public Library website, board agreed to move forward with creation **MOVED by Elaine McCurdie and SECONDED by Randy Pelehos. CARRIED**
- Leanne was asked to speak with those upstairs to have Samantha Jodouin-Miller **\*removed\*** as an administrator on our Facebook page. If not, we will prepare followers to stop using the page when we transition to the new website, our newsletter, Facebook.
- We will be branching out to other media platforms as well.

#### **CORRESPONDENCE/COMMUNICATIONS:**

- None at this time

#### **TREASURER'S REPORT:**

- Received a list of items paid between June 10, 2025 – September 8, 2025
- Account Statement – July and August supplied
- Cash Report for July and August provided
- Current Account balance is \$10863.47 as of September 8, 2025

#### **CHIEF EXECUTIVE OFFICER'S REPORT:**

##### **Librarian's Report**

**September 08, 2025**

Busy summer, lots of kids in and out of the library daily, the first day of school was a huge sigh of relief for all of us. I have been in touch with Kerry, and she will not be returning, she has decided to stay in Nova Scotia, who could blame her?

Our Dungeons and Dragons group, our biggest and most successful program is no longer. This also means that some of our patrons will no longer have a volunteer driven meal. Many of these children/youth suffer from shelter and food insecurity; it will be missed by our community. Nick Beattie has gone on to other employment and we wish him well.

The library will be closed September 30th for Truth and Reconciliation and October 13th for Thanksgiving. Chloe Preston has updated the town closures; Christmas break will still need council approval.

I have attached a mid-year snapshot of finances and a detailed list of all things coded under "3102, Special Projects". Two projects were funded by a generous donation from the Train Show and the other two were funded by grant money received.

Public Library week is October 20-24 this year and the calendar is filling up quickly.

Monday is stained glass mosaic with Chantal from Chantal's Custom Creations.

Tuesday is a painting class with Yvette from Old Thymes Paint Parties

Wednesday is Maggie Wheeler, local author.

Thursday is Beth Granger

Friday is currently vacant.

Saturday we will do an in-house craft for kids in lieu of November craft kits.

The library column is back and running in the Beacon this week, September 4.

I will be attending the OLS meeting which will be in Kingston on October 7<sup>th</sup>, the agenda has not been sent but there is always such valuable information, I will be off the rest of the week on vacation.

**ANY OTHER BUSINESS:**

- Board members review of policies, procedures, by-laws are complete (until 2026!)

**DATE & TIME OF NEXT MEETING:**

October 6th, 2025 – 4:30pm

**ADJOURNMENT:** 6:02pm